

Message Text

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E.O. 11652: N/A

TAGS: OVIP (MONDALE, WALTER)

SUBJECT: ACCESS TO CLASSIFIED MATERIALS BY ADVANCE OFFICERS
FOR VP VISIT AND SECURITY OF CLASSIFIED MATERIAL

1. WITH EXCEPTION OF LEAD ADVANCE OFFICER, WILLIAM F. ROBERTS, WHO HAS SECRET CLEARANCE, ACCESS TO CLASSIFIED MATERIALS BY ADVANCE OFFICERS SHOULD BE LIMITED TO MATERIALS PERTAINING TO SCHEDULE AND LOGISTICAL DETAILS WHICH ARE CLASSIFIED "LIMITED OFFICIAL USE" OR "CONFIDENTIAL". DISTRIBUTION OF SUBSTANTIVE MATERIAL CONCERNING THE VISIT WILL NOT IN MOST INSTANCES BE NEEDED BY ADVANCE TEAMS. LIMITED ACCESS TO OTHER INFORMATION MAY BE NEEDED BASED ON JUDGMENT OF THE RESPECTIVE EMBASSY CONTROL OFFICERS. FOR LIMITED OFFICIAL USE

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EXAMPLE, IF INFORMATION IMPORTANT FOR SCHEDULING PURPOSES IS CONTAINED IN A CABLE CLASSIFIED HIGHER THAN CONFIDENTIAL, THAT INFORMATION MAY BE EXTRACTED AND PROVIDED TO ADVANCE OFFICERS.

2. FOLLOWING ARE DETAILED INSTRUCTIONS FOR PROTECTION OF CLASSIFIED MATERIAL ASSOCIATED WITH THE VICE PRESIDENT'S

VISIT:

A. UPON ARRIVAL ADMIN SUPPORT PERSONNEL WILL PROVIDE SECURITY CLEARED AMERICAN POST PERSONNEL (RSO OR NCOIC

MARINE GUARDS) WITH CONTAINERS (FOOTLOCKERS, BRIEFCASES) OF CLASSIFIED MATERIAL. RECIPIENT PERSONNEL WILL RECORD AND VERIFY WITH ADMIN SUPPORT PERSONNEL THE NUMBER OF CLASSIFIED CONTAINERS RECEIVED.

B. THE CLASSIFIED MATERIAL SHOULD BE TRANSPORTED FROM THE AIRCRAFT IN A CLOSED VEHICLE AS PER INSTRUCTIONS REFTTEL. A FOLLOW CAR IS NOT NECESSARY. HOWEVER, A MEMBER OF THE VP STAFF WILL ACCOMPANY THE CLASSIFIED MATERIAL AND A SEAT IN EITHER THE VEHICLE CARRYING THE CLASSIFIED MATERIAL OR IN THE FOLLOW CAR (IF PROVIDED) SHOULD BE AVAILABLE FOR HIM. CLASSIFIED MATERIAL SHOULD BE TRANSPORTED DIRECTLY TO THE VP, NSC, SUPPORT STAFF OFFICE AREA UNDER THE CONTROL OF U.S. SECURITY CLEARED EMPLOYEES.

C. THE RSO SHOULD COORDINATE AND ARRANGE WITH ADMIN SUPPORT PERSONNEL 24 HOURS COVERAGE OF THE AREA ESTABLISHED FOR THE PERMANENT RETENTION OF CLASSIFIED INFORMATION SUPPORTING THE VP'S VISIT. ONLY U.S. CITIZEN SECURITY CLEARED PERSONNEL CAN BE USED FOR THIS COVERAGE.

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D. THE RSO SHOULD ARRANGE THE SAME SECURITY SAFEGUARDS AT THE END OF THE VISIT AS WERE IN FORCE AT THE ARRIVAL FOR TRANSPORTATION AND ACCOUNTABILITY OF THE CLASSIFIED MATERIAL.

E. THE RSO SHOULD ENSURE THAT ALL AREAS WHERE CLASSIFIED MATERIAL WAS STORED OR USED ARE INSPECTED AT END OF VISIT. ANY CLASSIFIED MATERIAL FOUND SHOULD BE TURNED OVER TO THE CRO FOR FINAL DISPOSITION.

F. MARINE SECURITY GUARDS MAY BE UTILIZED TO CARRY OUT THE FUNCTION OF PROTECTING CLASSIFIED MATERIAL. WHEN MSGS ARE ASSIGNED TO GUARD POSTS ESTABLISHED IN SUPPORT OF THE VISIT, THE RSO AND NCOIC SHOULD PREPARE DEFINITIVE GUARD ORDERS.

G. ALL WASTE PAPER GENERATED BY THE VP PARTY SHOULD BE TREATED AS CLASSIFIED MATERIAL THROUGHOUT THE VISIT. THE RSO SHOULD ENSURE THAT ALL ROOMS OCCUPIED BY PARTY ARE INSPECTED UPON DEPARTURE OF PARTY TO BE CERTAIN THAT NOTES AND OTHER WASTE PAPER HAVE NOT BEEN LEFT BEHIND.
VANCE

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